

MINNESOTA

# Board of Dentistry • Updates

"To ensure that Minnesota citizens receive quality dental health care from competent dental health care professionals"

## In this issue...

Message from  
President ..... 2

Proposed Changes to  
Continuing Education  
Requirements ..... 3-6

Disciplinary Actions ..... 7

License/Registration  
Renewal ..... 7

## You Are Invited!

### Licensure of Dental Assistants

Public Meeting  
October 31, 2003  
9 a.m. - 11:30 a.m.  
(at Board offices)

This Summit will address the appropriateness of licensure vs. registering of dental assistants in Minnesota.

RSVP to Board, 612-617-2250 (local) or 888-240-4762 (toll-free).

## PROPOSED CHANGES TO CONTINUING EDUCATION

Inserted into this issue of Updates is a discussion piece created by the Continuing Education and Professional Development Committee, and endorsed by the full Board. The changes proposed will require changes in Board Rule, which are outlined in the document. Your input encouraged regarding these changes, and should be provided via e-mail to Joyce Nelson ([joyce.nelson@state.mn.us](mailto:joyce.nelson@state.mn.us)).

The proposed changes are consistent with systems in place for many other regulated professions. The proposed changes would also result in enhanced utilization of Board staff.

## STATE BUDGET CRISIS IMPACTS BOARD OF DENTISTRY

The State's budget crisis has impacted Board of Dentistry operations. A portion of the dollar held in reserve by the Board to address unanticipated expenses has been transferred to the State's general fund. Additionally, the legislature has authorized a reduction in spending for the biennium, which will inevitably result in some changes and some delays.

There are no current plans to consider a fee increase, and the Board is actively seeking ways to operate more efficiently. Among the ways that the Board will reduce costs is by continuing to share a number of administrative functions with other health licensing Boards, by sending newsletters bulk mail when the information is not time-sensitive, and by making changes to the renewal process — including reducing the size of the renewal certificate, which will save on printing, mailing, and staff costs.

One thing that you can do to help keep Board costs under control is to renew on-line. The Board of Dentistry has been developing a new licensing system that will allow more services to be accessed through our website ([www.dentalboard.state.mn.us](http://www.dentalboard.state.mn.us)). Among the services that will be introduced this fall are on-line renewals for individual licenses/registrations, on-line verification of license/registration status, change of name and/or address on-line and downloadable forms. The website itself will be spruced up with these new features to be available mid-November.



# MESSAGE FROM THE PRESIDENT

Freeman Rosenblum D.D.S., M.S.D.



It has been a very busy year for the Minnesota Board of Dentistry. The Policy Committee under the leadership of Dr. Ronald King has worked long hours to revamp the entire dental licensure statutes, resulting in clear laws and appropriate changes that appear to have the support of the professional organizations

and specialty groups. If the revisions pass during the next legislative session without any significant changes, the Board will have more flexibility and the track for entry into specialty licensure and the scope of practice for dental specialists in our state will be clarified. The credentialing process for hygienists, and dentists will also be more clearly defined.

The Continuing Education/Competency Committee led by Dr. Susan Gross has proposed a plan to revise the CE requirements, application for licensure, and method of filing and reporting hours of continuing education. Each registrant and licensee will be required to maintain their own portfolio of courses and postgraduate activities, and each will design continued studies based on their interests. A detailed description of the proposal is outlined in this newsletter. The Committee is recommending that we reduce our time frame, revise the CE requirements, and change the renewal process to every *two* years. These changes will proceed through the rule making process and the Board will solicit public input. This Committee will develop guidelines for assisting the individual in developing their personal portfolio. The Board plans on having training opportunities on this subject throughout the next year via study clubs, dental organizations and the dental convention.

In an effort to streamline the renewal process, Board staff is improving the web site to allow renewing on-line. It is a goal to make our site more interactive.

Marguerite Rheinberger, Board Vice President, produced a program for public access television that discusses many of the activities of the Minnesota Board of Dentistry. It is currently available to public access cable stations. If you

would like your area's cable station to show this video, please contact our staff.

Two years ago the Minnesota Legislature directed our Board to allow internationally trained dentists to apply for licensure in our state although their undergraduate dental education was received in a non-accredited program. The Credentialing and Licensure Committee has reviewed 176 applications to date, and 34 licenses have been issued. This Committee has not yet recommended a change in statute to formalize the requirements and application process for internationally trained practitioners. The present process is done on a case by case basis. It was good to read that the American Dental Association is recommending that the Council On Dental Accreditation consider developing an accreditation process for international schools. This would certainly make it easier for the Committee to improve our present process.

Our Board has discussed what regional Boards will be accepted for initial licensure. Until recently, we have accepted the CRDTS and WREB exams. There are differences in all of the regional exams in terms of number and types of procedures required: method of evaluation by the examiners; and the manner of grading the test. Our Board decided at its September public meeting to accept all four regional clinical exams (CRDTS, WREB, SRTA, and NERB).

We will be holding a summit meeting October 31 with dental organizations and interested parties to discuss the concept of licensure verses registration for regulating dental assistants. The Board was directed to report back to the legislature on the results of this conference. The Minnesota Board of Dentistry has taken a position of supporting licensure for dental assistants as an appropriate level of regulation.

The development of the educational component for allied dental professionals receiving training in restorative functions is moving along very well. The Board has approved the curriculum and competency assessment process for two programs.

The Board has accomplished a great deal. We continue to consider how to best provide the numerous services required to ensure that the public receives the highest quality of care from Minnesota dental professionals.

A handwritten signature in dark ink that reads "Freeman Rosenblum DDS".

## MINNESOTA BOARD OF DENTISTRY SUMMARY OF PROPOSED CHANGES TO CONTINUING EDUCATION REQUIREMENTS

The purpose of this document is to inform and clarify the following **proposed** rule changes for all dental professionals regarding initial licensure, renewal period and continuing education cycles, acceptable portfolio and alternative forms of professional development, audit process and reinstatement. **These proposed changes are being offered for discussion and feedback at this time and do not reflect current practice.**

### **Glossary of Terminology:**

**Biennial Period:** A period of license / registration renewal that occurs every twenty-four months from licensee's/ registrant's birth month.

**Professional Development:** Documentation of the regulated professional's education, awards, honors, community service, publications and career accomplishments throughout their professional life.

**Audit:** A method of confirming compliance with licensure/registration requirements.

**Portfolio:** An accumulation of written documentation of professional development activities.

**Self-Assessment:** An ungraded examination intended to help determine strengths and weaknesses in specific areas of dental practice. References and answers will be provided.

**Core Subject Areas:** Areas of knowledge which relate to public safety and professionalism.



## 1. Initial Licensure:

### *Currently:*

All regulated dental professionals pay an initial application fee and then renew annually at the same time of the year (December 31<sup>st</sup>).

### *Proposal:*

All regulated dental professionals are required to pay an application fee for initial licensure. The first renewal period begins on the individual's birth month immediately following initial licensure.

## 2. Renewal Period & Continuing Education Cycles:

### *Currently:*

Upon initial licensure, some professionals must wait up to a full year before they can begin applying continuing education credits for license renewal.

### *Proposal:*

Immediately upon initial licensure, all dental professionals may apply continuing education credit for licensure renewal.

### *Currently:*

The continuing education cycle is five years and the licensure renewal period is annual.

### *Proposal:*

Both the professional development cycle and license renewal period would change to a two-year cycle. This change allows for easier tracking and retention of professional development documentation.

### *Currently:*

The dental professional is required to submit to the Board of Dentistry a continuing education verification card and supporting documentation within two weeks of coursework completion.

### *Proposal:*

The professional, rather than the Board of Dentistry, would maintain documentation in his/her personal professional development portfolio. Verification cards would no longer be issued or required for submission to the Board.

### 3. Dental Professional Portfolio:

#### *Currently:*

Acceptable continuing education is limited to clinical and non-clinical coursework. Not everyone in the dental office is required to be CPR certified.

#### *Proposal:*

**All regulated dental professionals shall maintain current CPR certification. Each dental professional shall maintain a professional portfolio containing all of the following information:**

- Documentation of individual's current CPR certification
- Documentation of completion of self-assessments
- Documentation of completion of required coursework in core subject areas
- Documentation of professional development activities

### 4. Required Hours:

#### *Currently:*

All licensed dentists are required to earn 75 continuing education hours in a five-year cycle. Licensed dental hygienists are required to earn 40 credits in a five-year cycle, and registered dental assistants are required to earn 25 credits in a five-year cycle.

#### *Proposal:*

**The new requirements would be 50 hours biennially for licensed dentists, and 25 hours per biennium for all other regulated dental professionals.**

### 5. Forms of Professional Development Activities:

#### *Currently:*

The rule limits credit for licensure renewal to traditional continuing education coursework.

#### *Proposal:*

**Forty percent of the hours spent on professional development may now include, but not be limited to, the following additional activities.**

- Volunteerism
- Community Service
- Reading/Self Study
- Teaching
- Publishing
- Research

## 6. Audit Process:

### *Currently:*

When an individual dental professional attends a non-board approved course, they need to submit to the Board within two weeks their CDE verification card and supporting documentation.

### *Proposal:*

**The contents of the professional development portfolio would be submitted to the Board for review only if an individual is selected for a random audit.**

## 7. Reinstatement:

### *Currently:*

Should a license lapse for more than five years, the dental professional is required to re-take the appropriate licensing exams.

### *Proposal:*

**The Minnesota Board of Dentistry's Professional Development Committee would review all applicants on a case-by-case basis whose license/registration has lapsed more than five years. The committee would make a determination if a re-entry program and/or other educational requirements would be acceptable for reinstatement instead of mandatory retesting.**

**The Minnesota Board of Dentistry considers the portfolio a lifelong learning tool, which will assist each dental professional in staying current in our dynamic and changing profession.**



## NEW BOARD MEMBER APPOINTED



Dr. John Bengtson was appointed to the Board by Governor Pawlenty in 2003 to a four-year term. He is a graduate of the University of Minnesota Dental School, and has been in active practice for over 39 years. Dr. Bengtson has been president of the Southern District Dental Association and of the South Central Dental Study Club. He has volunteered at dental clinics in Southern Mexico and Israel for many years. In 1995, Dr.

Bengtson received the Distinguished Service award from the MDA and in 1997, he received an ADA award for distinguished service for volunteer work in foreign countries.

## DISCIPLINARY ACTIONS

**Martin Duchscher, D.D.S.**

Unconditional License  
Thief River Falls, MN  
9/19/2003

**Lesli Kegler, D.H.**

Amended Conditional License  
Apple Valley/Farmington, MN  
9/19/2003

**Bruce Larson, D.D.S.**

Limited and Conditional License  
Worthington, MN  
9/19/2003

**John Muller, D.D.S.**

Unconditional License  
St. Cloud, MN  
9/19/2003

**Richard Nyman, D.D.S.**

Unconditional License  
Forest Lake, MN  
9/19/2003

**Richard Riemenschneider, D.D.S.**

Limited and Conditional License  
Roseville/Cambridge, MN  
10/03/2003

**Charles Sims, D.D.S.**

Conditional License  
Minneapolis, MN  
9/19/2003

**Harold Swennes, D.D.S.**

Unconditional License  
Chisholm, MN  
9/19/2003

### Definition of Terms:

- **Conditional License** – licensee may continue to practice but must meet specific conditions of Order.
- **Limited License** – licensee may continue to practice but may not perform certain procedures specified in the Order.
- **Suspended License** – licensee may not practice for a specified length of time or until certain conditions are met.
- **Unconditional license/registration** – all terms of the Order have been met, the individual's license/registration is fully restored, and s/he may practice without special conditions or restrictions.
- **Voluntary Surrender** – the individual can no longer practice, as they have agreed to surrender their license as a means to resolve the violations found in their practice by the Board.

*Note:* The full text of orders enacted since 9/9/02, may now be viewed on the Board's web site. Go to [dentalboard.state.mn.us](http://dentalboard.state.mn.us), click on "Disciplinary Actions," and click on the highlighted order that you are interested in reviewing. The Board will be considering additional cases at its November 21, 2003 meeting. The web site will be updated the following week.

## LICENSE/REGISTRATION RENEWAL

Please recall that renewal of dentist and dental hygiene licenses and dental assistant registrations are due on December 31. Renewal notices will be sent out in November. Should you fail to receive a renewal notice from the Board, they are also available as downloadable forms on the Board's website.

The Board expects that you will be able to renew on-line this year. More information will be provided in the renewal notices and on the Board's website. Please check the website periodically for news about this innovation.

Elsewhere in the newsletter is a proposal regarding CE requirements. The proposal also recommends that the Board move to a biennial (every 2 year) renewal period. Currently, all 14,000 licensees and registrants (with the exception of resident and faculty licenses) renew annually on December 31. The sheer volume has required the Board to hire additional temporary staff, and has meant that other staff members defer their regular work to assist with the renewals. Significant delays in mailing renewal certificates have commonly been reported. If the proposals are approved, the change to biennial renewals will save considerable resources and result in more efficient Board operations.



Staff and Board members recently appeared on an educational program to better inform the public about the role of the Minnesota Board of Dentistry. The one-hour tape, "A Close-up Look at the Minnesota Board of Dentistry," will be available to cable stations throughout the state. Pictured from left to right are Dr. Ron King, Board member; Joyce Nelson, Continuing Education Program Administrator; Judy Bonnell, Complaint Analyst; and Marguerite (Margot) Rheinberger, Vice President of the Board, and host/producer of the show. The program was made possible by a grant from St. Croix Video Productions, Stillwater.

## UPCOMING BOARD AND COMMITTEE MEETINGS

Policy Committee	10/29/03, 6:30 pm	OPEN	Complaint Committee "B"	11/20/03, 8:00 am	CLOSED
Summit on Licensure of Dental Assistants	10/31/03, 9:00 am	OPEN	<b>Board Meeting</b>	<b>11/21/03, 8:30 am</b>	<b>OPEN</b>
Executive Committee	11/4/03, 6:30 pm	OPEN	Complaint Committee "A"	12/5/03, 8:30 am	CLOSED
Complaint Committee "A"	11/7/03, 8:30 am	CLOSED	Complaint Committee "B"	12/11/03, 8:00 am	CLOSED
			<b>Board Meeting</b>	<b>1/24/04, 8:30 am</b>	<b>OPEN</b>

*NOTE: The Board office will be closed on 11/11/03 for Veterans Day and 11/27 and 11/28/03 for Thanksgiving Holiday.*

## NAME AND/OR ADDRESS CHANGE

If you have a name or address change you must inform the Board in writing within 30 days of the change. Practicing dentists are required to have their primary practice address on record with the Board. All others may list a home address. Note: Your name and address are public information.

Name (last, first, middle)	Former Name (if applicable)
Old Address	New Address (if applicable)
Street:	Street:
City/Town:	City/Town:
State:	State:
Zip Code:	Zip Code:
MN Dental License/Registration Number:	Daytime Phone Number:
Signature (Required):	Email Address:
	Effective Date:



Please cut along dotted line and mail to Board office.



### Board Members

Freeman Rosenblum, DDS, MSD, President (2006) ..... St. Paul  
 Marguente Rheinberger, JD, MPH, MA,  
 Public Member, Vice President (2004) ..... Stillwater  
 Linda Boyum, RDA, Secretary (2006) ..... Plymouth  
 John Bengtson, DDS (2007) ..... Fairfax  
 Nadene Bunge, DH (2005) ..... Rochester  
 Susan Gross, DDS, Past President (2005) ..... St. Louis Park  
 Ronald King, DDS (2007) ..... St. Louis Park  
 Gerald McCoy, Public Member, EdD (2007) ..... Eden Prairie  
 Annie Stone Thelen, DDS (2004) ..... Cold Spring

### Board Staff ..... 612-617-2250 or 888-240-4762

Marshall Shragg ..... Executive Director  
 Judith Bonnell ..... Complaint Analyst  
 Mary Dee ..... Complaint Unit Supervisor  
 Deborah Endly ..... Compliance Officer  
 Sheryl Herrick ..... Office Manager  
 Kathy Johnson ..... Legal Analyst  
 Suellen Carroll ..... Receptionist  
 Joyce Nelson ..... Continuing Education Program Administrator  
 Lori Schneider ..... Licensing Coordinator  
 Julie Jeppesen ..... Administrative Assistant

[www.dentalboard.state.mn.us](http://www.dentalboard.state.mn.us)

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